LETTER OF NOTIFICATION – 3

NEW OPTION, CONCENTRATION, EMPHASIS, MINOR

(Maximum18 semester credit hours of new theory courses and 6 credit hours of new practicum courses)

1. Institution submitting request

University of Central Arkansas

2. Contact person/title

Jonathan A. Glenn

Associate Provost

3. Phone number/e-mail address

(501) 450-3126

jona@uca.edu

4. Proposed effective date

5. Title of existing degree program (Indicate if the listed degree program is approved for distance delivery.)

6. CIP code

7. Degree code

8. Proposed name of option/concentration/emphasis/minor

9. Reason for proposed action

10. Provide the following

## 10.1 Curriculum Outline (list of courses in the new option/concentration/emphasis/minor) – indicate which courses are required by underlining them

## 10.2 Total semester credit hours required for option/concentration/emphasis/minor (option range: 9–24 semester credit hours; typical minor range: 18–25 semester credit hours)

## 10.3 Provide a degree plan that includes new option/emphasis/concentration/minor

## 10.4 New courses and new course descriptions

## 10.5 Goals and objectives of program option/minor

## 10.6 Expected student learning outcomes

## 10.7 Documentation that program option meets employer needs

## 10.8 Student demand *(*projected enrollment*)* for program option/minor

## 10.9 Name of institutions offering similar program/program option and the institution(s) used as a model to develop the proposed program option

11. Institutional curriculum committee review/approval date

Undergraduate/Graduate Council:

Council of Deans:

12. Will the new option be offered via distance delivery? If so, indicate mode of distance delivery.

13. Explain in detail the distance delivery procedures to be used.

14. Specify the amount of the additional costs required, the source of funds, and how funds will be used.

15. Provide additional information if requested by ADHE staff.

If requested.

|  |  |
| --- | --- |
| President/Chancellor Approval Date: |  |

|  |  |
| --- | --- |
| Board of Trustees Notification Date: |  |

|  |  |  |
| --- | --- | --- |
| Chief Academic Officer: |  |  |
|  | signature | date |

[UCA form updated 2018-04-15]